



MAYOR'S COUNCIL ON THE ARTS MEETING AGENDA

April 9, 2026

2:00 P.M.

RP Funding Center

701 W Lime St, Lakeland, FL 33815

- I. Meeting called to order
- II. Larry Little, Communications Director
- III. Katerina Santos & Gillian Fazio, Color Wave Walls
- IV. 2/25/26 Bylaws Subcommittee Meeting – Kerry Falwell, Chair
- V. 3/3/26 GiveWell Fund Subcommittee – Pam Page, Chair
- VI. Lakeland Arts Community Needs Assessment Survey
- VII. New Business
- VIII. Adjournment



LkldArts.org

DRAFT
Mayor's Council on the Arts
Bylaws Subcommittee
February 24, 2026

The Mayor's Council on the Arts' Bylaws Subcommittee met at the Florida Children's Museum. **Kerry Falwell** – Florida Children's Museum, **Lesley Chambers** – Florida Southern College, **Georgia Lynn Dean** – At-Large Member, **Mary Correa** – Lakeland Arts Association, **Loren Hicks** – At Large Member, Assistant City Attorney **Katie Prenoveau**, and Deputy City Clerk **Heather Bradman** were present. Assistant City Manager **Ashley Stathatos** was absent.

The meeting to order at 2:08 p.m.

Subcommittee members agreed that Kerry Falwell would serve as Chair. She opened the discussion and asked if there were questions regarding the structure and how members could contribute to the overall scope of the council's work.

Loren Hicks asked who currently operates the LKLD Arts website. Kerry Falwell and the City Clerk's Office both have access. Previously, each organization had access, but the site has not been very active recently. The group is waiting for the City's new Communications Director to determine when and how the website will be managed moving forward. It was noted that some content had unfortunately been deleted.

The subcommittee proceeded with its review of the proposed bylaw changes using a red-lined version provided by the City Clerk's Office.

NAME

The proposed name change was discussed. Members present indicated they were comfortable with the change.

PURPOSE

Georgia Lynn Dean agreed with adding the proposed final sentence to the Purpose section.

Lesley Chambers noted that retired Communications Director Kevin Cook had previously raised concerns about branding and consistency with the City of Lakeland. The intent was that the organization work in conjunction with the City rather than separately. Kerry Falwell added that City fonts and colors had historically been used.

Katie Prenoveau referenced Section 5 of Resolution 6031 and suggested incorporating the last sentence discussed into the Purpose section. It was also suggested that language referencing the grant program be included and incorporated into the end of the Purpose section.

ARTICLES OF THE ORGANIZATION

Article I – Membership

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Section I. Council

Members discussed removing the list of organization names from the bylaws and instead referencing the applicable City Resolution.

Kerry proposed adding Bonnet Springs Park as a member organization.

Members discussed the history of the organizations, the hierarchy, and the number of representatives. Kerry Falwell explained that in the original resolution from the 1990s, the Polk Museum of Art (now the AGB Museum of Art) held a significantly larger and more influential role and was therefore listed first, followed by the other organizations. This ordering has continued historically.

Lesley Chambers noted that the Museum previously received standing consideration in the grant process, which has since changed. She stated she does not see an issue with revising the language and feels the current phrasing appears outdated.

Members discussed the potential benefits and drawbacks of allowing the council to grow versus maintaining a membership size limit. Previous Mayors have generally taken the approach that broader participation is beneficial. However, members noted that continually adding organizations could lead to an ongoing amendment process.

Member organization attendance was discussed, particularly organizations that have not regularly attended meetings.

Georgia Lynn Dean suggested that there should be consequences for lack of participation.

Kerry Falwell suggested that if organization names remain in the resolution, attendance at meetings could be required in order to apply for grant funding. The group discussed similarities to the County's Tourist Development Council (TDC) grant model, which is program/event-based and reimbursable.

It was emphasized that the MCA grant program was originally designed to support arts organizations through flexible funding such as general operating support, and members expressed a desire to protect that intent.

Kerry Falwell noted that the issue of membership size was somewhat outside the scope of the current discussion and recommended revisiting the topic at the April 9th meeting.

Section 2. Eligibility/Composition

Members confirmed that membership eligibility is defined in the applicable City resolution and should simply reference that document.

Section 3. Election Process

Members agreed that the first sentence in the Elections section should be deleted.

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A revised redline for Section 3 will be prepared based on the language in Resolution 1361.

Section 4. Term of Office

Members agreed that Section 4 be deleted and its content combined with Section 3.

Section 5: Resignation

Members requested that the City Clerk's Office to provide a revised redline for this section based on the language in Resolution 1361.

Section 6: Vacancies

Members agreed that the reference to "at-large members" should be revised to "nonmember organizations," as nonmember organizations now include at-large representatives as well as potentially two representatives from organizations located outside the City of Lakeland.

Article II – Election of Officers

Section 1. Personnel

General language was updated.

Section 2. Nominations

General language was updated.

Section 3. Term of Office

Members agreed to add a final sentence clarifying the difference in the terms of office for the Chair and Vice-Chair compared to the City of Lakeland's standard administrative policy.

Article III – Meetings

Section 1. Regular Meetings

Members agreed to the proposed additions. Additionally, Katie Prenoveau confirmed that only members physically present at the meeting constitute a quorum with the ability to vote, noting that this interpretation is supported by case law.

Section 2. Standing and Ad Hoc Committees

Katie Prenoveau asked whether the Grants Subcommittee is considered a standing committee. Members clarified that it is not currently a standing committee, although it traditionally serves as the judging panel for grant applications. The bylaws could be revised to reflect this.

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Georgia Lynn Dean asked about the number of members on the grants review subcommittee. The group discussed having no fewer than three and no more than five members, noting that an odd number is helpful for voting purposes.

Members noted that prior to the current process, outside individuals were sometimes used as reviewers. For now, the Council will continue using internal members and evaluate the process over time.

Section 3. The Art in Public Places Advisory Committee

Members discussed how This section assumes the existence of an approved Public Art Master Plan. If no such plan has been adopted, the bylaws could clarify that the committee is not bound by one.

Section 4. Quorum

Members agreed to combine Section 5 with Section 4.

Section 5. Voting

Members discussed conducting multiple votes using roll call attendance followed by roll call voting.

There was discussion regarding representation from The AGB Museum of Art and Florida Southern College.

Lesley Chambers provided historical context, explaining that the Museum historically had two representatives attending meetings, though two individuals eventually stopped participating. She clarified that her role with Florida Southern College relates specifically to the arts component.

Members questioned whether the Lakeland Concert Band is still active. It was later confirmed that the Lakeland Concert Band no longer exists.

The Subcommittee discussed three potential membership changes:

1. Removing the Lakeland Concert Band
2. Adding Bonnet Springs Park
3. Reorganizing the membership structure so that AGB is not singled out and removing the reference to two representatives

Members noted that the structure has evolved over time. Originally there was a smaller group of major organizations, and the grant process has gradually expanded since then.

Article IV – Parliamentary Authority

No changes were proposed.

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Article V – Amendment of Bylaws

Members agreed to a minimal update to this section.

Recommendations will be presented to the Council at the April 9 meeting.

The meeting adjourned at 3:07 p.m.

The Lakeland Mayor's Council on the Arts Bylaws

NAME

The name of the organization shall be the Lakeland Mayor's Council on the Arts (hereafter referred to as the LMCA). Henceforth, references and/or promotional and marketing efforts of performances/events on behalf of arts-organization council members will be referred to collectively as "~~Lakeland Arts.~~" LKLD Arts.

PURPOSE

To strengthen Lakeland's quality of life by promoting a vibrant cultural arts community.

We do this by:

- encouraging public participation and education in the arts;
- fostering partnerships to enhance economic development; and
- ensuring high-quality cultural experiences for residents and visitors.

~~LMCA serves in an advisory capacity, providing a forum for comments of additional persons and organizations on matters affecting the arts, art-related organizations, and the community within the City of Lakeland. The LCMA shall be responsible for awarding grants to arts organizations and individual artists from funds appropriated by the City Commission for that purpose. The Council shall serve in an advisory capacity for the purpose of providing a forum for comments on matters affecting the arts, art-related organizations and the arts community. The Council shall operate and maintain a website as a forum to promote the arts, artistic expression and involvement, and arts-related organizations within Lakeland's city limits.~~

Commented [BH1]: This is all from Section 5. of Resolution 6031

ARTICLES OF THE ORGANIZATION

Article I - Membership

Section 1. Council

~~(Identified by Resolution No. 5531, April 1, 2019 6031, November 3, 2025).~~

~~The members of the LMCA shall include the Mayor, At Large Members, Executive Director and a designee from the Polk Museum of Art, and one representative from each of the following organizations:~~

~~City Manager or their designee
Explorations V Children's Museum
Florida Dance Theatre
Florida Southern College
Harrison School for the Arts
Imperial Symphony Orchestra of Polk County
Lakeland Community Theatre
Lakeland Concert Band
Lakeland Vision, Inc.~~

~~Lemon Street Promenade
Platform Art
Polk Arts Alliance
Polk Theatre
Polk Vision, Inc.
RP Funding Center
Southeastern University~~

Commented [BH2]: Replace all with Section 2. (1) - (6) of Resolution 6031

Section 2. Eligibility/Composition

~~LMCA membership is eligible exclusively for arts organizations within the Lakeland city limits. Identified by Resolution No. 6031, November 3, 2025.~~

Section 3. Election Process and Terms of Office

- A. ~~LMCA membership is not limited to the aforementioned organizations.~~ Appointments for at-large members made by the Mayor are subject to approval by the Municipal Boards and Committees of the Lakeland City Commission. At-large membership is limited to ~~seven-six~~ individuals. ~~Consistent with Resolution 1361, at-large members shall be appointed for terms of three years and may not serve more than two consecutive three-year terms, and after having served two consecutive three-year terms may not be eligible for reappointment until after the expiration of three years. Any period of member more than 18 months shall be considered a full term of office.~~
- B. Individual representatives are to be determined by their respective organizations and do not require further action from the council at-large. ~~The term of each member organization shall be perpetual, although the individual representatives of the organization may change from time to time.~~
- C. Any individual serving on the council (~~at-large member or organization designee~~) does not obtain voting privileges until the requisite volunteer form has been submitted to the City of Lakeland and ~~his/her/their~~ appointment has been confirmed by the representative organization.

Section 4: Term of Office

~~The terms of each member organization shall be perpetual.~~

Section 5: Resignation

Any current LMCA member desiring to resign shall submit a written resignation to the LMCA Chair~~man~~. ~~Consistent with Resolution 1361, Any LMCA member who is absent without cause from two consecutive meetings shall be deemed to have resigned: an at-large member of shall be deemed to have vacated their office if they have failed to attend more than 25% of the regular and special meetings of the Board within any 12 month period and such vacancy shall be filled as provided by ordinance or resolution applicable thereto.~~ In circumstances prohibiting a member organization's representative from attending, a proxy may attend in their stead.

Section 6: Vacancies

Vacancies on the council for member organizations, however occasioned, may be filled by specified organizations at any time. A vacancy for an at-large nonmember member ~~does not necessitate said position being filled.~~ will be filled through the City Clerk's standard process. Every effort should be made to fill the vacancy before the next meeting.

Article II - Election of Officers

Section 1. Personnel

The officers of the LMCA shall be the Chair~~man~~ and the Vice-Chair~~man~~.

Section 2. Nominations

The Chair~~man~~ shall be appointed by the Mayor. In fulfilling a vacancy ~~m-chairmanship~~ the role of Chair, the council may make recommendations to the Mayor ~~of for~~ consideration. The LMCA shall elect a Vice-Chair~~man~~ by majority vote.

Section 3. Term of Office

The Chair~~man~~ and Vice-Chair~~man~~ shall serve for three years in their respective positions or until their successors are appointed or elected. The term of office shall begin upon appointment or election. Officers may be elected, in the case of Vice-Chair~~man~~, or appointed, in the case of the Chair~~man~~, to serve consecutive terms. This differs from the standard administrative policy, which provides that "Each Board or Committee shall elect its chairperson annually, and no member shall serve more than two consecutive terms as chairperson."

Section 4. Duties

- A. Chair~~man~~ - The chair shall supervise the council's business and activities, shall serve ex-officio on committees, and shall call and preside at meetings of the board.
- B. Vice-Chair~~man~~ - The Vice-Chair~~man~~ shall conduct all of the duties of the chair in the chair's absence. Other duties as assigned.

Article III - Meetings

Section 1. Regular Meetings

The council shall hold at least four meetings in a calendar year. The chair shall call and preside at such meetings. Except in case of emergencies, at least ten days' notice shall be given for all meetings by email and by public posting on the municipal boards and the City Commission calendars. Tentative quarterly meeting dates will be scheduled at the first of the calendar year. Agendas shall be disseminated to the council no less than three days prior to the scheduled meeting.

Meetings shall be conducted within the parameters of the Sunshine Law, section 286.011, Florida Statutes, as such: (1) meetings of public boards or commissions must be open to the public; (2) reasonable notice of such meetings must be given; and (3) minutes of the meetings be taken and promptly recorded. For the purposes of archival records of meetings, minutes will be taken and recorded by City of Lakeland personnel. Virtual meetings are not permitted. However, if an exception is made to allow an individual to attend remotely

for listening purposes only, that individual shall not have voting rights. According to Florida Attorney General Opinion 2003-41, only members physically present at the meeting may vote.

Section 2. Standing and Ad Hoc Committees

Standing and ad hoc committees may be called by the Chairman. Membership shall consist solely of Council members who have either volunteered or been appointed to serve on the committee. Examples of such committees include the Bylaws Subcommittee and the GiveWell Fund Subcommittee. Committees shall continue to operate until said task is fulfilled. Said committees shall also operate in accordance with the Sunshine Law. Standing and ad hoc committees may be called by the Chairman. Committees shall continue to operate until said task is fulfilled.

A standing Annual Grants Subcommittee shall convene each year to review, score, and rank all eligible grant applications and provide recommendations to the Council for final approval. The subcommittee shall be comprised of three or more members of the LCMA who have not submitted a grant application for the current grant cycle.

Section 3. The Art in Public Places Advisory Committee

- A. The Art in Public Places Advisory Committee (APPAC) is a standing subcommittee of the LMCA in accordance with Public Ordinance No. 5828 and shall consist of the following members of the LMCA:
- (1) One city commissioner or designee
 - (2) The director of parks and recreation or designee (at-large member)
 - (3) One landscape architect, architect, urban planner, or related design Professional (at-large member)
 - (4) One active professional artist
 - (5) One private citizen knowledgeable in the field of public art, education, or community affairs (at-large member)
 - (6) Additional council members as appointed by the LMCA
- B. The APPAC shall have the duty and responsibility to act as a service resource to the community and to city staff to promote the inclusion of public art in public spaces.
- C. The APPAC will be responsible for the development, annual updating, and implementation of the city public art masterplan and management of the public art fund. The public art masterplan will be presented to the mayor and city commission for approval.
- D. The APPAC shall review and recommend works of art for acquisition and placement in accordance with the masterplan. The committee shall also review any art offered to the city as a donation and recommend placement in accordance with the masterplan. The committee shall present its recommendations for artwork acquisition and for placement of acquired artwork to the city for approval.
- E. The APPAC shall act as a liaison with private developers to encourage and facilitate private contributions and private art installations in conjunction with corporate construction and renovation projects. Members of this subcommittee shall not be eligible to bid on City-funded or APPAC-solicited art installations in conjunction with corporate construction as this represents a conflict of interests.

Commented [BH3]: The list of members is pulled exactly from ordinance 5828.

Commented [BH4]: This section assumes the existence of an approved Public Art Master Plan. If no such plan has been adopted, the bylaws could clarify that the APPAC is not bound by it.

- F. The APPAC shall encourage public art throughout the city and shall educate and stimulate the participation of all citizens in a joint public and private effort to promote art in public spaces.
- G. The APPAC shall abide by the rules and procedures of the LMCA.
- H. No member of the APPAC shall be eligible to vote on any matter which may directly benefit that individual or any agency or organization by which that individual is employed or for which such individual serves as an officer or director or in some other fiduciary capacity.

Section 4. Quorum and Voting

A majority of the voting board members present shall constitute a quorum and a meeting at which a quorum is present shall constitute the action of the LMCA.

Section 5. Voting

All elected and appointed members of the LMCA shall be eligible to vote on matters brought before the board. Matters up for vote will be determined by a majority of the votes cast.

Each voting member of the LMCA may authorize another person (or persons) to act for him/her by proxy. Every proxy must be signed by the member before or at the time it is exercised. An authorized email from the absent member may constitute a proxy vote.

Unless specifically designated in the resolution, multiple attendees from the same organization shall collectively have only one vote. All other attendees from that organization shall be considered nonvoting participants.

Article IV - Parliamentary Authority

The rules contained in the current edition of Robert's Rules of Order shall govern the council in which cases where applicable.

Article V -Amendment of Bylaws

These bylaws may be altered, amended, or repealed and new bylaws may be adopted by a two-thirds vote of the LMCA. Written public notice of a proposal to amend the bylaws, together with the general substance of the proposed amendments, shall be given to the LMCA members no less than seven days prior to the meeting at which the proposed amendments are to be voted upon. A bylaws committee shall be created to address necessary amendments to the bylaws. This committee will present the written proposal of the amendment to the board for voting.

Adopted September 15, 2020

DRAFT
Mayor's Council on the Arts
GiveWell Fund Subcommittee
March 3, 2026

The Mayor's Council on the Arts' GiveWell Fund Subcommittee met at the Florida Children's Museum. **Kerry Falwell** – Florida Children's Museum, **Pam Page** –Parks, Recreation, & Cultural Arts Deputy Director, **Maya Beck** – At Large Member, **Cynthia Haffey** – Platform Art, Inc., **Cindy Collins** – RP Funding Center Director, Assistant City Attorney **Katie Prenoveau**, and Deputy City Clerk **Heather Bradman** were present. **Tiffany Van Wieren** – Watson Clinic Arts in Medicine was absent.

The meeting to order at 2:14 p.m.

Georgia Lynn Dean excused herself from serving on the subcommittee due to unforeseen work commitments. Pam Page was elected as Chair and will present the subcommittee's recommendations to the full Mayor's Council on the Arts at the April 9, 2026, meeting.

The subcommittee reviewed the status of the GiveWell Fund. Under the agreement established in 2017, the fund must maintain a minimum balance of \$100,000.

There is a remaining balance of \$8,783.47 through the line-item budget, with an additional \$3,400 in excess funds (GiveWell) available for potential distribution. Members discussed whether these additional funds should be distributed or retained in the GiveWell account. Maintaining the funds in the account would allow the balance to grow while the Council continues to evaluate long-term uses.

The group reviewed examples of arts funding models used by other municipalities. Hillsborough County Arts Council programs supporting personal development and operational expenses:

- City of Tampa Arts & Cultural Affairs individual calls for artists
- Creative Pinellas' Arts Impact Fund, which includes programs such as the Arts Ignite Fund, Floridarama, and the Sixstar Performance Art Fund
- Pasco County Library and Cultural Affairs programs
- City of Orlando's Poet Laureate program and additional artist grants

Members noted these examples represent municipal funding models, making them useful comparisons for the Council's consideration.

Katie Prenoveau noted that the original GiveWell agreement outlines the purpose of the fund, and any significant change in how funds are distributed may require an amendment to the agreement.

Members discussed the possibility of partnering with an external nonprofit organization to administer grants or scholarships, which could help reduce political concerns related to direct individual funding and provide a structured vetting process.

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Potential partner organizations discussed included:

- Polk Arts & Cultural Alliance (PACA)
- Lakeland Area Arts Association (LAA)
- Polk Education Foundation
- Polk County School Board

It was noted that LAA already receives grant funding and may not qualify under certain proposed criteria. The Polk Education Foundation, a 501(c)(3) organization, was identified as a potential partner for administering scholarships or arts-related grants.

Members discussed several potential approaches, including:

- Establishing a scholarship program through Harrison School for the Arts or similar institutions that already vet applicants
- Partnering with a nonprofit organization to administer grants and review applications
- Allowing a nonprofit partner to retain a small administrative fee (approximately 20 percent) for facilitating the grant process
- Creating a dedicated City general ledger account to hold funds that could roll over annually while a long-term funding strategy is developed.

The subcommittee discussed conducting an Arts Needs Assessment to better understand gaps and opportunities within Lakeland's arts community before making funding decisions.

Heather Bradman will develop a survey using Google Forms to gather information from arts organizations and artists. Proposed survey topics include:

- Organization or artist name
- Mission statement
- Primary and additional purposes
- Top five programs offered
- Primary audience served
- Organizational zip code
- Perceived needs within the arts community
- Feedback on gaps or missing resources in Lakeland's arts ecosystem

Members also suggested compiling a spreadsheet of arts organizations to identify existing programs and potential gaps in services. Feedback from additional Council members will be incorporated into this effort.

The subcommittee agreed to recommend that the Mayor's Council on the Arts place the \$8,783.47 allocation into the GiveWell Fund and conduct further research and community assessment before establishing a new funding program.

The meeting adjourned at 3:07 p.m.